

**LAND SURVEYOR SECTION  
EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS,  
PROFESSIONAL ENGINEERS, DESIGNERS AND LAND SURVEYORS  
MEETING MINUTES  
January 5, 2017**

**PRESENT:** Bruce Bowden, Daniel Fedderly, Matthew Janiak

**EXCUSED:** Ruth G. Johnson

**STAFF:** Brittany Lewin, Executive Director; Nifty Lynn Dio, Bureau Assistant; and other Department Staff

**CALL TO ORDER**

Matthew Janiak, Chair, called the meeting to order at 9:30 a.m. A quorum of three (3) members was confirmed.

**ADOPTION OF AGENDA**

**MOTION:** Daniel Fedderly moved, seconded by Bruce Bowden, to adopt the agenda as published. Motion carried unanimously.

**APPROVAL OF MINUTES**

**MOTION:** Bruce Bowden moved, seconded by Daniel Fedderly, to approve the minutes of October 12, 2016 as published. Motion carried unanimously.

**ELECTION OF OFFICERS**

**BOARD CHAIR**

**NOMINATION:** Matthew Janiak nominated Bruce Bowden for the Office of Board Chair.

Brittany Lewin called for nominations three (3) times.

Bruce Bowden was elected as Chair by unanimous consent.

**VICE CHAIR**

**NOMINATION:** Matthew Janiak nominated Daniel Fedderly for the Office of Vice Chair.

Brittany Lewin called for nominations three (3) times.

Daniel Fedderly was elected as Vice Chair by unanimous consent.

**SECRETARY**

**NOMINATION:** Matthew Janiak nominated Ruth G. Johnson for the Office of Secretary.

Brittany Lewin called for nominations three (3) times.

Ruth G. Johnson was elected as Secretary by unanimous consent.

2017 ELECTION RESULTS	
<b>Board Chair</b>	Bruce Bowden
<b>Vice Chair</b>	Daniel Fedderly
<b>Secretary</b>	Ruth G. Johnson
2017 LIAISON APPOINTMENTS	
<b>Credentialing Liaison</b>	Bruce Bowden
<b>Administrative Rules Liaison</b>	Bruce Bowden
<b>Monitoring and Professional Assistance Procedure (PAP) Liaison</b>	Daniel Fedderly
<b>Continuing Education Liaison</b>	Daniel Fedderly, Bruce Bowden
<b>Travel Liaison</b>	Bruce Bowden
<b>Screening Panel</b>	Ruth G. Johnson, Daniel Fedderly

**MOTION:** Daniel Fedderly moved, seconded by Matthew Janiak, to affirm the Chair's appointment of liaisons for 2017. Motion carried unanimously.

### DELEGATION MOTIONS

#### *Delegated Authority for Urgent Matters*

**MOTION:** Daniel Fedderly moved, seconded by Matthew Janiak, that, in order to facilitate the completion of assignments between meetings, the Section delegates its authority by order of succession to the Chair, highest ranking officer, or longest serving member of the Section, to appoint liaisons to the Department to act in urgent matters, make appointments to vacant liaison, panel and committee positions, and to act when knowledge or experience in the profession is required to carry out the duties of the Section in accordance with the law. Motion carried.

#### *Delegated Authority for Application Denial Reviews*

**MOTION:** Matthew Janiak moved, seconded by Daniel Fedderly, that the Section counsel or another department attorney is formally authorized to serve as the Section's designee for purposes of Wis. Admin. Code § SPS 1.08(1). Motion carried.

#### *Document Signature Delegation*

**MOTION:** Matthew Janiak moved, seconded by Daniel Fedderly, to delegate authority to the Chair or chief presiding officer, or longest serving member of the Section, by order of succession, to sign documents on behalf of the Section. In order to carry out duties of the Section, the Chair, chief presiding officer, or longest serving member of the Section, has the ability to delegate this signature authority for purposes of facilitating the completion of assignments during or between meetings. The Chair, chief presiding officer, or longest serving member of the Section delegates the authority to Executive Director or designee

to sign the name of any Section member on documents as necessary and appropriate.  
Motion carried.

### ***Credentialing Authority Delegations***

**MOTION:** Daniel Fedderly moved, seconded by Matthew Janiak, to delegate authority to the Credentialing Liaisons to make all credentialing decisions. Motion carried.

### ***Travel Delegation***

**MOTION:** Daniel Fedderly moved, seconded by Matthew Janiak, to delegate authority to approve any Section member travel to the travel liaison. Motion carried.

### **CLOSED SESSION**

**MOTION:** Matthew Janiak moved seconded by Daniel Fedderly, to convene to closed session to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85(1)(b), Stats.); to consider closing disciplinary investigations with administrative warnings (ss. 19.85 (1)(b), and 440.205, Stats.); to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.); and to confer with legal counsel (s. 19.85(1)(g), Stats.). Bruce Bowden read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Bruce Bowden-yes; Daniel Fedderly-yes; Matthew Janiak-yes. Motion carried.

### **RECONVENE TO OPEN SESSION**

**MOTION:** Matthew Janiak moved, seconded by Daniel Fedderly, to reconvene in Open Session at 11:14 a.m. Motion carried.

### **VOTE ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION,**

### **IF VOTING IS APPROPRIATE**

**MOTION:** Matthew Janiak moved, seconded by Daniel Fedderly, to affirm all Motions made and Votes taken in Closed Session. Motion carried.

### **DELIBERATION ON CREDENTIALING MATTERS**

### **Application Reviews**

#### **Justin Carroll**

**MOTION:** Daniel Fedderly moved, seconded by Matthew Janiak, to issue an intent to deny the application of Justin Carroll. Reason for Denial: Applicant needs to submit proof of meeting the experience requirements pursuant to Wis. Stat § 443.06 (1) and Wis. Admin. Code § A-E 6.03(1)(a)2.b and c. Motion carried.

#### **James Harpole**

**MOTION:** Daniel Fedderly moved, seconded by Matthew Janiak, to issue an intent to deny the application of James Harpole. Reason for Denial: Applicant needs to submit proof of

meeting the education and experience requirements pursuant to Wis. Stat § 443.06 (1) and (2) and Wis. Admin. Code § A-E 6.02(1)(a)1., 6.03(1)(a)2.b and c. Motion carried.

**Timothy Hayes**

**MOTION:** Daniel Fedderly moved, seconded by Matthew Janiak, to issue an intent to deny the application of Timothy Hayes, Reason for Denial: Applicant needs to submit proof of meeting the experience requirements pursuant to Wis. Stat § 443.06 (1) and Wis. Admin. Code § A-E 6.03(1)(a)2.b and c. Motion carried.

**Alexander Fenili**

**MOTION:** Matthew Janiak moved, seconded by Daniel Fedderly, to acknowledge that the Section has received and reviewed the additional information regarding the application of Alexander Fenili and affirms the Section's original decision to issue an intent to deny. Motion carried.

**DELIBERATION ON DIVISION OF LEGAL SERVICES AND COMPLIANCE (DLSC) MATTERS**

**Proposed Stipulations, Final Decisions and Orders**

*14 LSR 001 and 14 LSR 007 – Mark Krause*

**MOTION:** Daniel Fedderly moved, seconded by Matthew Janiak, to adopt the Finding of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against Mark Krause, DLSC Case No. 14 LSR 001 and 14 LSR 007. Motion carried.

**Case Closures**

*15 LSR 007*

**MOTION:** Daniel Fedderly moved, seconded by Matthew Janiak, to close DLSC Case No. 15 LSR 007, against S.K. for Prosecutorial Discretion (P3). Motion carried.

**ADJOURNMENT**

**MOTION:** Matthew Janiak moved, seconded by Daniel Fedderly, to adjourn the meeting. Motion carried.

The meeting adjourned at 11:15 a.m.